



State of California—Health and Human Services Agency
Department of Health Care Services



EDMUND G. BROWN JR.
GOVERNOR

Dear Prospective Applicant:

As part of the state certification process, a fire clearance is required from local authorities for the address at which substance abuse services are to be provided.

The Substance Use Disorder Compliance Division (SUDCD) of the Department of Health Care Services (DHCS) has been made aware that it is often difficult for a provider to obtain a fire clearance due to a lack of understanding by local authorities regarding what information will satisfy these requirements and what form the approval should take (letter, form, etc.).

In an effort to assist providers in clarifying the requirements for local authorities, and perhaps provide a form on which local authorities can notify SUDCD that approval has been obtained, SUDCD is enclosing a sample of a fire clearance which you may provide to your local fire authority. Also enclosed is a transmittal letter which explains what forms of notification are acceptable to SUDCD.

Please feel free to take or mail the fire clearance, and the transmittal letters to your local authority when you request the clearance.

The Department of Health Care Services hopes that this form will expedite your inspection/approval process. If you have any suggestions for improvements to the forms or have any questions, you may contact SUDCD at (916) 322-2911.

Substance Use Disorder Compliance Division
Licensing and Certification Branch, MS 2600
PO Box 997413
Sacramento, CA 95899-7413
Phone: (916) 322-2911 Fax (916) 322-2658



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TO: LOCAL FIRE AUTHORITY

**FROM: DEPARTMENT OF HEALTH CARE SERVICES
SUBSTANCE USE DISORDER COMPLIANCE DIVISION
LICENSING AND CERTIFICATION BRANCH**

SUBJECT: FIRE CLEARANCE

The Department of Health Care Services (DHCS) licenses and certifies residential alcohol and/or other drug treatment programs and certifies outpatient programs. In an effort to promote program safety, these programs are required by state regulations and certification standards to obtain a fire clearance from local fire authorities.

The Department requires the State of California Std. 850 Fire Safety Inspection Request form for residential programs. However, for outpatient programs, any clearance issued on official stationary or fire department forms is acceptable. Attached is a sample form, which may also be used. Please feel free to copy the form onto your letterhead when requests are received by your office for fire clearance, or you may use the form as typed and affix an official seal.

Thank you for your cooperation and assistance to these programs and to DHCS in our efforts to keep our programs fire-safe. If you have any questions, please contact the Licensing and Certification Branch (916) 322-2911.

Attachment

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FIRE CLEARANCE

Fire Authority Name

Address

Telephone Number

(Name of program)

was inspected this date for compliance with local requirements, and is hereby granted a fire clearance to operate an outpatient alcohol and/or other drug treatment program at:

(Address of program – please include suite numbers if applicable)

Inspector's name (typed or printed), telephone number

(Signature and rank of inspector granting clearance)

(Inspection date)

Official seal here

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